



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
WASHINGTON, DC 20380-0001

MCO 4410.9G
LPP-2
20 Aug 93

MARINE CORPS ORDER 4410.9G

From: Commandant of the Marine Corps
To: Distribution List

Subj: ASSIGNMENT OF LOCAL STOCK NUMBERS AND CRITERIA FOR
DETERMINING ASSIGNMENT OF NATIONAL STOCK NUMBERS

Ref: (a) DoD 4140.26-M
(b) MCO P4400.151

Encl: (1) Sample Format of a Request for Assignment/Adoption of
National Stock Numbers
(2) Instructions for Completing a Request for
Assignment/Adoption of National Stock Numbers

1. Purpose. To provide policy regarding the assignment of local stock numbers (LSN) and criteria for determining assignment of national stock numbers (NSN).

2. Cancellation. MCO 4410.9F.

3. Summary of Revision. This revision contains a substantial number of changes and should be reviewed in its entirety.

4. Policy

a. National Stock Numbering Criteria. Items of personal property in the Federal Supply System (FSS) that are recurrently used, bought, stocked, or distributed shall be named, described, classified, and numbered so that only one distinctive combination of numerals (NSN) identifies the same item throughout the FSS. This includes:

(1) Items selected for central management, procurement, and stockage, including both centrally and locally procured items.

(2) Items stocked in the main/consolidated supply component of a consumer installation for the purpose of providing support to area requisitioners.

(3) Items, including LSN items, for which two or more material demands/requisitions are recorded within a 180-day period without regard to the military services/civil agencies from which the demands were received. All user interest will be

registered in the central catalog file for each participant from which demands have been received. This criterion also applies to items procured directly from a commercial source for immediate use.

(4) Items other than the preceding which, at the option of each military service/General Services Administration (GSA) component, are required to comply with logistics programs wherein identification by NSN is essential.

b. Exclusions From the Federal Catalog System. Items in the following categories are excluded from NSN assignment and may be assigned LSN's:

(1) Items procured on a one-time basis for immediate use in research and development, experimentation, construction, installation, or maintenance.

(2) Items furnished by contractors in fulfillment of service contracts which may be provided for overhaul and repair of specified equipment, providing such items are consumed in the overhaul cycle and do not enter the logistics system.

(3) Printed forms subject to central administration numbering controls within a bureau, service, or command.

(4) Ships, aircraft, and other major end items for which management and control are exercised through the application of unique identification systems.

(5) Items obtained through overseas procurement and intended solely for overseas use.

(6) Items procured only with United States nonappropriated funds.

(7) Items manufactured locally for use solely by the local manufacturing activity.

(8) Medical items which are:

(a) Without an investigational new drug approval or new drug application when such is required and enforced by the Food and Drug Administration (FDA).

(b) Unique to a single patient or requiring special fitting, such as orthopedic appliances.

(c) Animal blood products, such as sheep cells.

(9) Subsistence items supplied to the commissary resale systems.

Note: For property control purposes, a single LSN may be assigned to items of office furniture that have similar characteristics and perform similar functions, if the items meet the criteria established in paragraph 4b, preceding.

5. Action

a. Commanders of field activities shall:

(1) Submit requests for NSN assignment/adoption for items that do not have NSN's and meet the criteria in paragraph 4a, preceding. See enclosures (1) and (2) for format and instructions.

(2) Assign an LSN when an item is required by a using unit, an NSN cannot be determined by screening against available data in the Federal Catalog System, and the item meets the criteria contained in paragraph 4b, preceding. The LSN will be assigned in the following manner:

(a) The first four digits will be the appropriate Federal supply class (FSC) as determined by reference (a).

(b) The next two digits will be the appropriate national codification bureau code (NCBC). LSN's assigned prior to 31 March 1975 have an NCBC of "00." LSN's assigned after that date will have an NCBC of "01."

(c) The next digit will be the alphabetic character denoting the assigning activity from the following list:

<u>Activity</u>	<u>Character</u>
Marine Corps Logistics Base, Albany, GA	A
Marine Corps Logistics Base, Barstow, CA	B
Marine Corps Base, Camp Lejeune, NC	C
Marine Corps Base, Camp Pendleton, CA	D
Marine Corps Recruit Depot/Eastern Recruiting Region, Parris Island, SC	E
Marine Corps Recruit Depot/Western Recruiting Region, San Diego, CA	F
Marine Corps Combat Development Command, Quantico, VA	G
Marine Corps Iir-Ground Combat Center, Twentynine Palms, CA	H

Marine Reserve Force (Headquarters only)	M
Blount Island Command, Jacksonville, FL	P
SASSY Management Unit, Marine Corps Combat Development Command, Quantico, VA	Q
SASSY Management Unit, 2d Force Service Support Group	R
SASSY Management Unit, 1st Force Service Support Group	S
SASSY Management Unit, 1st Marine Expeditionary Brigade	T
SASSY Management Unit, Marine Corps Air-Ground Combat Center, Twentynine Palms, CA	U
Marine Corps Base, Camp Smedley D. Butler, JA	V
SASSY Management Unit, 3d Force Service Support Group	W
All other assigning activities and Reserve using units	X

(d) The last six digits will be assigned serially beginning with 000001. The assignment will be made without regard to the FSC; i.e., 1st assigned LSN = 5530-01-XOO-0001, 2d assigned LSN = 3510-01-XOO-0002, 10,000th assigned LSN = 8540-01-X01-0000, and 100,000th assigned LSN = 4730-01-X10-0000.

(3) Publish a catalog of manufacturers' part numbers cross-referenced to LSN's for use by customers. The catalog should be in two parts so that part numbers can be referenced to LSN's and vice versa. These catalogs should include nomenclature and descriptions of the items of supply.

(4) Report LSN's assigned and usage data to the Commander, Marine Corps Logistics Bases (Code 850), 814 Radford Boulevard, Albany, GA 31704-1128, in compliance with reference (b).

b. The Commander, Marine Corps Logistics Bases (Code 850), Albany, shall:

(1) Immediately acknowledge receipt of requests for NSN assignment/adoption when received from field activities.

(2) Respond within 75 days to requests for NSN assignment/adoption with one of the following:

(a) Existing NSN for the item.

(b) Existing NSN for a suitable substitute.

(c) New NSN with appropriate management data.

(d) Reason for rejection of the request.

(e) Status of the request. Status will be provided every 75 days until an NSN is furnished or the request is rejected for a valid reason. See enclosures (1) and (2) for format and instructions.

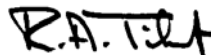
(3) Compile all data on LSN items received from field activities, including usage data which will be submitted quarterly by intermediate level supply points. Reference (b) applies.

(4) Review the LSN data on a quarterly basis and take required actions as prescribed by reference (a).

(5) In cases where action is indicated but there is insufficient data available to take the action, solicit additional data from the field activities concerned.

(6) Notify field activities of cataloging actions taken as the result of the review of LSN's and usage data reports (supply support requests submitted, existing NSN's, etc.).

6. Reserve Applicability. This Order is applicable to the Marine Corps Reserve.



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SAMPLE FORMAT OF A REQUEST FOR ASSIGNMENT/ADOPTION
OF NATIONAL STOCK NUMBERS

PART I

From: To: Commander (Code 850)
Marine Corps Logistics Bases
814 Radford Boulevard
Albany, GA 31704-1128

1. Request No. 2. Local Stock No.:

3. NSN:

4. Item Name:

5. End Item Application (if applicable):

6a. MFR/Non-MFR (Name(s) & Address(es)
or Code(s): 6b. Part/Drawing
No.(s):

a. _____ b. _____

a. _____ b. _____

a. _____ b. _____

7. Unit of Issue: 8. Unit of Measure: 9. Unit Price:

10. Item Identification:

11. Source of NSN:
/ / FED LOG / / Other _____(source)_____

12. Annual Est 13. Requestor's 14. Code/Phone 15. Date:
Usage: Name: No.:

ENCLOSURE (1)

Part II

16. From: Commander (Code 850) 17. To:
Marine Corps Logistics Bases
814 Radford Boulevard
Albany, Ga 31704-1128
18. Action Taken:
- / / NSN _____ Assigned by COMMARCORLOGBASES
- / / NSN _____ Applies
- / / NSN _____ Phrase Code _____ to
- NSN _____ Action Completion Date _____
- / / Returned for following reason
19. Management Data:
- SOS _____ U/I _____ U/P _____ MEC _____ SAC _____
20. Assignor's Name: _____
21. Released by: _____
22. Date: _____

ENCLOSURE (1)

INSTRUCTIONS FOR COMPLETING A REQUEST FOR ASSIGNMENT/
ADOPTION OF NATIONAL STOCK NUMBERS

Instructions

Part I

1. Request No.: Consists of routing identifier code (RIC), four digit sequentially assigned number, and calendar year; e.g., MAD-0001-93.
2. Local Stock No.:
3. NSN:
4. Item Name: Noun name and modifier(s).
5. End Item Application: Insert, if applicable; e.g., P/O Apex Air-Conditioner Model No. 12A.
- 6a. MFR/Non-MFR (Name(s) & Address(es) or Code(s)): List as it appears in FEDLOG
- 6b. Part/Drawing No.(s): Indicate Reference No. associated with MFR or Non-MFR listed in 6a; e.g., part/drawing No.(s), etc.
7. Unit of Issue (U/I): Indicate the physical measurement or count of quantities of an item for storage and issue as gallon, pair, pound, set, and each.
8. Unit of Measure: Required if U/I is nondefinitive; e.g., 100 ft coil, 50 ea. in box, etc.
9. Unit Price (U/P): Standard price of the unit of issue.
10. Item Identification: Furnish all data available to assist in identifying item of supply; e.g., matereal, dimension, attaching parts, etc. Include technical documentation, if available.
11. Source of NSN: FED LOG or other source, such as supplier or publication.
12. Annual Est. Usage: Estimated quantity of item to be procured/requisitioned in 1 year.
13. Requestor's Name: Requestor/originator.
14. Code/Phone No.: Organization code and telephone number.
15. Date: Date submitted to COMMARCORLOGBASES, Albany.

ENCLOSURE (2)

Part II

16. From: Organizational code responsible for action will be shown.
17. To: Name and address of requestor.
18. Action Taken: NSN to be used will be indicated on appropriate line.
19. Management Data: Source of supply, unit of issue unit price, management echelon code, and stores account code will be indicated for NSN to be used.
20. Assignor's Name: Person processing the request.
21. Released by: Division head, operations officer, etc.
22. Date: Date it was returned to submitter.

ENCLOSURE (2)